

OGC 73-0247

13 February 1973

MEMORANDUM FOR: [ ] FBIS

SUBJECT: Release of FBIS Documents to C. F. Welch

1. I have forwarded the request of Mr. C. F. Welch for the FBIS publication entitled "Developments" to [ ] [ ] Assistant for Information Control.

2. In actual practice Mr. Welch's request should have been forwarded to the Assistant to the Director, CIA, in accordance with the Notice published by the Agency in the Federal Register outlining the procedures for public access to Agency records under the Freedom of Information Act. For your information, I have attached a copy.

3. I expect that [ ] will contact you as soon as possible on this matter to determine whether the requested document can be provided to Mr. Welch.

[ ]  
Assistant General Counsel

cc: [ ]

Att

JGB:ks

Distribution:

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Approved For Release 2004/11/29 : CIA-RDP75-00793R000200120036-6

copy furnished FBIS  
per telecon of 21 May 1974.



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NOTE ATTACHED TO BACK OF OGC 73-0247

<sup>4</sup>The CIA implementation of this provision is a Notice published in the Federal Register (Vol. 32, No. 140, July 21, 1967) as follows:

CENTRAL INTELLIGENCE AGENCY

Public Access To Records

Procedures

1. *Purpose.* Pursuant to the requirements of the Public Information Section of the Administrative Procedure Act (5 U.S.C. 552), the following are established as the rules of procedure with respect to public access to the records of the Central Intelligence Agency.

2. *Organization and requests for information.* The headquarters of the Central Intelligence Agency is located in Fairfax County, Va. Requests for information and decisions and other submittals may be addressed to the Assistant to the Director, Central Intelligence Agency, Washington, D.C. 20505.

3. *Procedures for request of records.* (a) Requests for access to records of the Central Intelligence Agency may be filed by mail addressed to the Assistant to the Director, Central Intelligence Agency, Washington, D.C. 20505.

(b) Requests need not be made on any special form but may be by letter or other written statement setting forth the pertinent facts with enough specificity that the requested record can be identified.

(c) If the request does not sufficiently identify the record, the Assistant to the Director shall so inform the requestor who may then resubmit his request together with any additional information which will help to identify it.

(d) When the requested record has been identified the Agency will determine whether it is exempt from public inspection under the provisions of 5 U.S.C. 552(b). If it is exempt, the Assistant to the Director shall deny the request.

✓ (e) If the Agency determines that the requested record is not subject to exemption, the Assistant to the Director will inform the requestor as to the appropriate reproduction fee and upon receipt of this fee, will have the record reproduced and sent to the requestor. Fees paid in accordance with this paragraph will be paid by check or postal money order forwarded to the Assistant to the Director and made payable to the Treasurer of the United States.

4. *Appeals.* Any person aggrieved by any determination made or action taken pursuant to the foregoing provisions of this notice may request the Executive Director of the Agency to review that determination or action. No specific form is prescribed for this purpose and a letter or other written statement setting forth pertinent facts shall be sufficient. The Executive Director reserves the right to require the person involved to present additional information in support of his request for review. The Executive Director will promptly consider each such request and notify the person involved of his decision.

5. *Effective date.* This notice shall become effective upon its publication in the FEDERAL REGISTER.

L. K. WHITE,  
Executive Director,  
Central Intelligence Agency.